

TORONTO LOCAL APPEAL BODY

NOTICE OF PREHEARING

Pursuant to Rule 21.5 (Form 18)

PREHEARING DATE:

TIME:

LOCATION:

**40 ORCHARD VIEW BOULEVARD
Suite 211, 2nd Floor
TORONTO, ONTARIO M4R 1B9**

HEARING ROOM:

**PROCEEDINGS COMMENCED
UNDER**

Subsection (**insert relevant subsections**) of the Planning Act, R.S.O. 1990, c. P.13, as amended

Appellant:

Appellant:

Applicant:

City of Toronto Representative:

Subject:

(Enter Relevant section of Planning Act)

Property Address/Description:

Committee of Adjustment File
Number (s).

TLAB Case File Number(s)

The Toronto Local Appeal Body has set aside (**insert #**) hours for this prehearing in accordance with Toronto Local Appeal Body Rule 21.

All parties, participants and interested persons should attend at the start of the prehearing at the time and date indicated, irrespective of the time allotted. Prehearing dates are firm – an adjournment will only be granted in accordance with the Rules.

Prehearings will ordinarily be held orally; however, TLAB by Notice or by its Rules may provide that a prehearing conference may be by way of an electronic hearing.

The Toronto Local Appeal Body is committed to ensuring all parties involved in a prehearing are focused and prepared to fully and definitively address those matters outlined in Rule 21.6.

If you do not attend the prehearing, the Toronto Local Appeal Body may proceed and make determinations in your absence, finalize issues, authorize changes to the proposal, matter, or grant the relief requested or make a final decision.

The Toronto Local Appeal Body is committed to providing accessible services as set out in the Accessibility for Ontarians with Disabilities Act, 2005. If you have any accessibility needs, please contact the Accessibility Coordinator listed below as soon as possible. If you have specific

Prehearing Date: **(insert date, time, room #)**

accommodation needs, please identify those in advance and any assistance you may require in the event of an emergency evacuation.

DATE ISSUED **(insert date)**

Hsing Yi Chao
Secretary

For more information on accessibility options, please contact

Accessibility Coordinator: Hsing Yi Chao
Accessibility Coordinator Telephone Number: 416-392-5546
Accessibility Coordinator Email: tribunalaccess@toronto.ca